

## **MEMORANDUM**

**TO:** Missouri Financial and Lending Institutions

**FROM:**

**RE:** Wage Verification Request

We are returning your wage verification request. The State of Missouri uses TALX, a national service based in St. Louis, to provide automated employment verifications for its employees. This service, called **The Work Number**, features phone-accessed employment information for items including reference checks, loan applications, apartment leases, and credit card applications. **The Work Number** provides employment verification through a fully automated system which is available 7 days a week, 24 hours a day. The service meets the documentation requirements of the federal loan agencies, Fannie Mae and Freddie Mac.

When you need to get a verification of employment for a State of Missouri employee applying for a financial service with your company, the state employee gives you:

- 1) the employee's social security number;
- 2) the State of Missouri's company code (10106); and
- 3) the employee's six digit authorization code.

You call **The Work Number** and, when prompted, enter the above information. Then, you are voiced (or faxed) the employment information requested. This information is generated from state payroll and retirement system records.

If you make a large number of employment verifications, you may want to become a "member verifier" and pay a flat, per transaction fee, depending upon the level of employee information you require. You can get more information about becoming a "member verifier" by calling TALX at **800-996-7566**.

If you request a limited number of employment verifications, you may want to pay a per minute rate for the information by simply calling **TALX**. For more information about this service, please call TALX Customer Service at **800-996-7566**.